

Newcastle City Council

Job Description



Directorate:	Children Education and Skills	
Division:	Children and Families Strategy Unit	
Post Title:	Child Friendly Newcastle Lead A4714	
Evaluation:	630 Points	Grade: N10
Responsible to:	Senior Adviser	
Responsible for:	N/A	
Job Purpose:	To lead and drive development of work with partners, children and young people to make Newcastle a child friendly city.	

Main Duties: The following list is typical of the duties the postholder will be expected to perform. It is not necessarily exhaustive and other duties of a similar nature and level may be required from time to time.

1. To participate in and lead corporate or directorate projects and assignments as required.
2. To identify, develop and implement creative and innovative policy, practice and new ways of working.
3. To research, network and represent the council locally, regionally and nationally to identify and learn from good practice.
4. To work with, support, influence and persuade senior leaders and partners to pursue creative new ways of working.
5. To ensure effective mechanisms are in place to hear and respond to the views and experiences of children and young people within the Directorate and across the city.
6. Attend DMT and wider partnership meetings to present progress and other reports as necessary.

7. To work with service delivery staff, managers and key partners to establish effective performance and appropriate governance arrangements to ensure achievement of programme objectives.
8. To coach, mentor and share learning and work with managers, staff and partners to ensure a shared commitment to the delivery of creative and innovative services.
9. To promote and implement the Council's Equality Policy in all aspects of employment and service delivery.